



Healthy Montgomery Steering Committee Meeting
Virtual via Zoom Meeting
May 1, 2023
Meeting Minutes

Members and Alternates Present: Dr. Christopher Rogers, Dr. Kisha Davis, Crystal DeVance-Wilson, Dr. Olivia Carter-Pokras, Leslie Graham, Amy Lindsey, Gina Maxham, Kimberley McBride, Nguyen Nguyen, Monique Sanfuentes, Cristina Sasaki, Stephanie Iszard, Patricia Rios, Monika Driver, Kate McGrail, Eleni Antzoulatos, Dairy Marroquin, and Patricia Diaz Reed.

Healthy Montgomery Staff: Elizabeth Beck, Rita Deng, Felicia Huges, Chunfu Liu, Meghan Sontag, T’Kia Pearson, and Kiera Abdul.

Guests: Karen Gutierrez, Muhammad Hasan, Tara Clemons Johnson, Heather Bruskin, Dr. Ikenna Myers, Joann Wu, and Annmarie Hart-Bookbinder.

Topic/Presenter	Key Points	Action Item/ Responsible Person
Welcome and Opening Remarks <i>Dr. Kisha Davis & Ms. Leslie Graham</i>	<ul style="list-style-type: none"> • The meeting was called to order at 3:03 p.m. • Ms. Leslie Graham welcomed all attendees. • Attendance was taken and quorum (50% of membership plus 1) was not initially present. 	
MCDHHS Public Health Officer’s Comments <i>Dr. Kisha Davis</i>	<ul style="list-style-type: none"> • Dr. Kisha Davis provided updates surrounding COVID-19 and other health concerns in Montgomery County. 	
Approval of March 2023 Meeting Minutes <i>Ms. Leslie Graham</i>	<ul style="list-style-type: none"> • Attendance was reviewed again and quorum (50% of membership plus 1) was present. • March 2023 meeting minutes were sent via meeting invite and in the Zoom chat. • Dr. Olivia Carter-Pokras motioned to approve meeting minutes; Kimberley McBride and Dr. Crystal DeVance-Wilson seconded. • Opened it to discussion, there were no questions, updates, or clarifications on the minutes. • All in favor to approve, none opposed. 	Dr. Olivia Carter-Pokras motioned to approve minutes with a second from Kimberley McBride and Dr. Crystal-DeVance Wilson. Minutes were approved unanimously.
CHNA Update <i>Dr. Christopher Rogers & Ms. Elizabeth Beck</i>	<ul style="list-style-type: none"> • Dr. Rogers shared that the draft CHNA was sent via email by Ms. Elizabeth Beck to the Healthy Montgomery Steering Committee voting members with a request for review and feedback. • The report is embargoed and is not to be shared with the public. • Please review the report and provide feedback, with page numbers, via the SurveyMonkey link shared in the email by 11:59 p.m. on May 10. 	

	<ul style="list-style-type: none"> Ms. Elizabeth Beck shared the CHNA dissemination plan and updated timeline. Members will have the opportunity to review report and provide final approval. 	
MAPP Subcommittee Report	<ul style="list-style-type: none"> Ms. Elizabeth Beck shared an update regarding the Mobilizing for Action through Planning and Partnerships (MAPP) subcommittee and provided overview of MAPP and Human-Centered Design. Also provided brief overview of CHIP and how the process will work. You may review the National Association of City and County Health Officials (NACCHO) website for more information on MAPP. 	
Charter Review & Discussion <i>Ms. Leslie Graham</i>	<ul style="list-style-type: none"> Ms. Leslie Graham talked through updates for the Charter, pertaining to statutory requirements and the purpose of the Healthy Montgomery Steering Committee. Discussions will continue. 	
Co-Chair Nomination & Voting <i>Dr. Kisha Davis</i>	<ul style="list-style-type: none"> Dr. Kisha Davis opened the meeting to nominations for voting-in an official Co-Chair of Healthy Montgomery. Ms. Leslie Graham stated her interest and left the meeting for voting. Opened it to discussion, there were no questions or clarifications requested. Nguyen Ngyuen motioned to approve Ms. Leslie Graham as Co-Chair. Amy Lindsey seconded the motion. All were in favor to approve, none opposed. Ms. Leslie Graham was officially voted into the Co-Chair role effective May 1, 2023. 	Nguyen Nguyen motioned to approve the appointment of Ms. Leslie Graham as Healthy Montgomery Co-Chair with a second from Amy Lindsey. Ms. Leslie Graham was approved as Co-Chair unanimously.
Minority Health Initiatives & Program Updates	<ul style="list-style-type: none"> Dr. Ikenna Myers shared updates on the African American Health Program’s projects and activities. Nguyen Ngyuen shared updates on the Asian American Health initiative’s projects and activities. Dr. Olivia Carter-Pokras shared updates on the Latino Health Initiative’s projects and activities. 	
Hospital Workgroup Updates	<ul style="list-style-type: none"> Ms. Dairy Marroquin shared updates from the hospital workgroup. 	
Wrap up/Adjourn	<ul style="list-style-type: none"> The meeting was adjourned at 4:40 p.m. The next Healthy Montgomery Steering Committee meeting will be on July 10, 2023 from 3-5 p.m. 	